



DEPARTMENT OF THE NAVY  
BUREAU OF MEDICINE AND SURGERY  
7700 ARLINGTON BOULEVARD  
FALLS CHURCH, VA 22042

Canc: Jun 2014  
IN REPLY REFER TO  
BUMEDNOTE 1524  
NAVMED PDC - 1WMC  
8 Jul 2013

BUMED NOTICE 1524

From: Chief, Bureau of Medicine and Surgery  
To: Ships and Stations Having Medical Department Personnel

Subj: 2013 GRADUATE MEDICAL EDUCATION SELECTION BOARD (GMESB)  
APPLICATION AND GUIDANCE FOR GME AND NONCLINICAL  
POSTGRADUATE EDUCATION

Ref: (a) BUMEDINST 1524.1B  
(b) SECNAVINST 1520.11A  
(c) OPNAVINST 7220.17  
(d) DoD Instruction 6000.13 of June 30, 1997

Encl: (1) 2013 GMESB PGY-1 Full-Time Inservice (FTIS) Preliminary Selection Goals  
for Academic Year 2014 Internship Programs  
(2) 2013 GMESB PGY-2+ Full-Time Inservice (FTIS) Preliminary Selection Goals  
for Academic Year 2014 Residency Programs  
(3) 2013 GMESB Full-Time Outservice (FTOS) and Other Federal Institution  
(OFI) Preliminary Specialty Selection and Preselection Goals  
(4) Command Endorsement Format  
(5) Summary of Active Duty Obligation (ADO) for GME  
(6) Acronyms Listing

1. Purpose. To announce application procedures for academic year (AY) 2014 Navy-sponsored Graduate Medical Education (GME) Programs per references (a) and (b), and for nonclinical postgraduate education for Medical Corps officers.

2. Scope. This notice applies to ships and stations having medical department personnel and Health Professions Scholarship Program (HPSP), Health Services Collegiate Program (HSCP), and Uniformed Services University of the Health Sciences (USUHS) students.

3. Important Dates

Monday, 15 Jul 2013	GME application activated
Sunday, 15 Sep 2013	Deadline to submit and make changes to GME application
Sunday, 15 Sep 2013	Deadline to submit PGY-2+ supporting documents
Thursday, 17 Oct 2013	Deadline for medical students to make rank order list changes
Sunday, 1 Nov 2013	Deadline for medical students to upload supporting documents to Electronic Residency Application Service (ERAS)

Important Dates (Continued):

Thursday, 7 Nov 2013	Deadline for Program Director and Special Leader to submit order of merit lists for medical students
Monday, 2 Dec 2013	GMESB convenes
Wednesday, 18 Dec 2013	GMESB results release
Wednesday, 15 Jan 2014	Deadline for acceptance of training for PGY2+ applicants

4. Background. All selections for AY 2014 Navy sponsored GME training will be made at the 2013 GMESB. The 2013 GMESB will be held from Monday, 2 December 2013, through Friday, 6 December 2013. The Navy Medicine Professional Development Center (NAVMED PDC) GME Office manages Navy GME application processing and GMESB planning for Navy Medicine. GME Applications will be accepted for consideration by the Graduate Medical Education Selection Board (GMESB) from 15 July 2013 to 15 September 2013, via the Navy GME application web site. Applications and required documents will not be accepted after 15 September 2013. This is a non-waiverable requirement. Medical students may submit supporting documents to ERAS until 1 November 2013.

a. The Flight Surgery (FS) and Undersea Medical Officer (UMO) selection committees are an integral part of the annual GMESB. BUMEDNOTE 1520 will be issued separately to provide application guidelines for FS and UMO training opportunities. Questions pertaining to the FS program application and application process should be directed to the Naval Aeromedical Institute (NAMI) (850) 452-2458 or DSN 922-2458. Questions pertaining to the undersea medicine application and application process should be directed to the Undersea Medical Specialty Leader, who can be reached at (703) 681-9286 or DSN 761-9286.

b. All Joint GME training conducted in the National Capital Area under the National Capital Consortium (NCC) is considered to be FTIS.

5. GMESB Selection Process

a. Selection Board and Board Precept. The GMESB is an administrative board governed by a formal precept promulgated by the Chief, Bureau of Medicine and Surgery (BUMED). The Selection Board Precept appoints the Board President (a Medical Corps flag officer), voting members usually comprised of senior Medical Corps officers representing the broad diversity of the Navy Medical Corps, Board Recorders, and Advisors from the Navy Personnel Command and BUMED Manpower (BUMED-M1). The Selection Board Precept provides guidance for selecting Navy GME applicants, establishes the number of medical students and officers for selection, delineates the specialties and programs for which applicants may be selected, and establishes the number of selections allowed.

b. Specialty Committees and Panels for GME Applications. Joint Service Panels comprised of program directors, specialty leaders, and consultants from the Navy, Army and Air Force in designated specialties meet to review records and score GME-2+ applications. Each application is scored by one individual from each service. The Navy specialty committees composed of GME program directors and specialty leaders recommend the selection and placement of Navy applicants to the Navy Board President.

c. Training Eligibility. The Navy Personnel Command (PERS-4415) determines GME selection eligibility. PERS-4415 screens all applicants and ensures that applicants meet promotion and transfer requirements including compliance with physical readiness and completion of Navy or Department of Defense (DoD) tour-length requirements. Applicants must not have failed their physical fitness assessment within the last 2 years. Officers who have failed to select for promotion to the next higher grade will not be eligible as primary selects, but may be designated as alternates. Applicants not within their projected rotation date window will be considered on a case-by-case basis.

(1) Applicants assigned to forward deployed and/or overseas activities on a DoD tour should anticipate completing the assigned minimum activity or DoD tour prior to returning to GME training.

(2) GME program directors and selectees should not expect favorable consideration for GME selection prior to completion of a prescribed tour length.

d. Selection and Placement. The Navy specialty committees make recommendations for selection to specific programs to the Navy Board President. The Navy Board President retains final authority for designating each Navy applicant as a primary, alternate or non-select for training and submits the Board's recommendations to the Chief, BUMED for final approval. Applicants requesting Full Time Out Service (FTOS) training may be considered for Other Federal Institution (OFI) programs if these programs meet the needs of the Navy. Applicants designated as alternates for FTIS programs may also be considered for OFI programs.

e. Permanent Change of Station (PCS) Cost Considerations. Due to budgetary constraints and the increasing cost of PCS moves, consideration will be given to matching GME selectees with the closest available GME training sites. GME program integrity will be considered but cross-country moves will receive extra scrutiny by the Board to ensure finite training resources are optimally utilized. The GMESB will make every effort to honor the requests of operational applicants who desire training completion at the same site they completed a categorical internship. FTOS selectees will be expected to make every effort to match with a GME program near their current duty station.

6. Program Availability. BUMED projections of Navy Medical Corps future manpower requirements govern GME position availability. The precept for the 2013 GMESB will contain the official delineation of GMESB selection goals.

- a. Enclosures (1) through (3), lists projected available Navy GME positions and is provided for planning purposes.
- b. PGY-1 applicants (medical students) have the option to apply for full civilian deferment in the Navy Active Duty Delay for Specialists (NADDS) program. The specialties with priority for full civilian deferment are Anesthesia, General Surgery, Neurosurgery, Neurology, Emergency Medicine, Family Medicine, Urology, and Psychiatry.
- c. Current 1-year delay trainees are eligible to apply for continued deferment in the Navy NADDS program with priority given to Anesthesia, General Surgery, Neurosurgery, Neurology, Emergency Medicine, Family Medicine, Urology, and Psychiatry.
- d. There will be no pre-selection for FTIS programs unless specifically authorized by the Chief, BUMED.
- e. Civilian FTOS fellowships require a 12- to 18-month lead-time for applicants to interview and compete in the National Resident Match Program (NRMP). Applicants for these programs may apply to the 2013 GMESB for FTOS, OFI, or RAD to NADDS programs beginning in AY 2015. Applicants must indicate in the comments section of the application the required lead time, whether the program requires the trainee to obtain a post-secondary degree (i.e., MPH) while participating in the fellowship, and the estimated cost to obtain the required degree.
- f. Applicants to the Residency in Aerospace Medicine (RAM) are subject to aeromedical standards and anthropometric compatibility criteria for duty involving flying as flight surgeons, and remain so throughout training and assignment as aerospace medicine specialists. All RAM applicants must submit a current NAVMED 6410/2 Clearance Notice (Aeromedical) with their GME application. Those applicants who are not already designated flight surgeons can expect flight surgery training in addition to, or incorporated into, their training as aerospace medicine residents, and are thus subject to aeromedical standards and anthropometric compatibility criteria for duty involving actual control of aircraft as student flight surgeons, and remain so until they are designated as flight surgeons. Such applicants must undergo a complete aviation medical examination and anthropometric evaluation, and submit results to the Naval Aerospace Medical Institute and to the Naval Aviation Schools Command, respectively, following the procedures specified in the annual BUMEDNOTE 1520, Guidance for Student Flight Surgeon and Student Undersea Medical Officer Training Applications. However, they are not required to submit a separate application for flight surgeon training.
- g. Applicants for a second clinical residency will be closely scrutinized by both Navy specialty committees and the Navy GMESB to determine if the needs of the Navy can best be served by encumbering training billets for individuals to train in a second specialty.
- h. Applicants preselected for a GME program by a previous GMESB will automatically forfeit that preselection if they apply to the 2013 GMESB. There are no waivers to this requirement.

i. Information about Navy GME programs can be obtained from individual program directors, specialty leaders, or the command web site where the GME training is sponsored.

8. GME Application Process. The Navy GME application can be accessed at: [www.mods.army.mil/medicaleducation](http://www.mods.army.mil/medicaleducation). The Navy GME office will not be able to access the web site on behalf of the applicant. The applicant should follow the procedures on the web site to obtain a login ID and password. Once obtained, the applicant must access the web site menu toolbar option "Application for GME" for completion of all required application modules. This system requires all applicants to electronically submit their application and Curriculum Vitae (CV). ***This is the only means available for submitting an application and supporting documents for residency and fellowship GME training.***

Note: PGY-1 applicants (medical students) must ***additionally*** apply for PGY1 training through the Electronic Residency Application Service (ERAS) at: <https://www.aamc.org/students/medstudents/eras/> for submission of supporting documents (see paragraph 9 below).

a. Current Contact Data. The applicant is responsible for advising the Navy GME Office of any changes to command or home addresses, telephone numbers, or e-mail addresses after an application has been submitted. To make changes or updates, send an e-mail message to the Applications and Placement Program Manager at [GME2help@med.navy.mil](mailto:GME2help@med.navy.mil) or call (301) 319-4516 or DSN 285-4516. Please note that GME2@med.navy.mil is no longer a valid e-mail address. Fourth year medical students (HPSP, HSCP and USUHS) should send address, telephone, and e-mail changes to [OH@med.navy.mil](mailto:OH@med.navy.mil), Attn: Medical Student Specialty Leader.

b. Deadline for Submission of Application. Applications for the 2013 GMESB must be submitted by the close of business on 15 September 2013. Application and documents will not be accepted after this date. This is a non-waiverable requirement.

c. Changes to Application Once Submitted. An applicant has until 15 September 2013, to make changes to the submitted GME application. After this date, all data will be locked on the application and cannot be modified by the applicant.

d. Application Copies. Each applicant and his or her command must retain a copy of the completed GME application and all submitted supporting documents. The Navy GME Office will not provide copies of these documents to applicants or third parties, including civilian or military GME officials.

e. Specialties and Programs Requested

(1) Applications will be considered for the FTIS programs in enclosure (2) and for specialty and subspecialty areas in enclosure (3). Applicants will not be considered for more than two clinical specialties.

(2) Although all DoD GME training sites are listed on the DoD application, each Service will consider its requirements in selection and placement decisions. Filling available Navy in-service training positions will take precedence over selections that would fill positions in other services or civilian GME programs.

#### 9. Supporting Documents

a. PGY-1 applicants (medical students) will submit all supporting documents through the ERAS, located at: <https://www.aamc.org/students/medstudents/eras/>. Students should follow guidance from their medical school regarding activation of their ERAS application. Students must arrange for the upload of the following documents:

(1) Medical School transcripts **(by 15 September 2013)**.

(2) Letters of recommendation **(by 15 September 2013)**.

(3) Dean's Letter or Medical Student's Performance Evaluation (MSPE)  
**(by 1 November 2013)**.

(4) National Board Scores – USMLE Step I and Step II CK or COMLEX Level I and Level II CE **(by 1 November 2013)**.

b. PGY-2+ applicants must upload all supporting documents via the GME application web site. Copies are acceptable. The following supporting documents must be submitted to ensure consideration of an application:

(1) Results of all Steps 1 through 3 of licensure examinations (USMLE, COMLEX, FLEX). Step 3 is not required for current interns.

(2) Medical School Dean's letter (mailed by medical school to Navy GME Office).

(3) Medical School transcript with date Doctor of Medicine (MD) or Doctor of Osteopathy (DO) was conferred (does not have to be an official transcript).

(4) Command Endorsement in the format shown in enclosure (4). Please note, the endorsement must include a statement attesting that the applicant is within physical readiness test (PRT)/body composition assessment (BCA) standards and eligible for transfer in the July 2014 timeframe.

(5) Internship End of Training Evaluation for all applicants who completed internships at Navy teaching hospitals from 1996 to 2009.

(6) Summative End of Training Evaluation/PD Recommendation for applicants who are currently in or completed a residency or fellowship after 2010. For those who applied to prior GMESBs while in internship or residency, previous letters of recommendation reflecting only partial completion of PGY-1 or PGY-2+ training are not acceptable.

(7) Up to two letters of recommendation (letters from a senior physician in the applicant's chain of command and a staff physician in the specialty for which the applicant is applying are highly encouraged).

(8) Copies of the applicant's five most recent fitness reports (not required for current interns). Individuals with insufficient active duty to have received five fitness reports should include a statement to that effect in the personal statement and forward all available reports.

(9) Applicants for non-clinical postgraduate education must submit a personal statement describing their background and qualifications, specific motivation for the training, and how the training will benefit the Navy.

c. PGY-2+ applicants currently in training. Applicants currently in training at a Medical Treatment Facility having a GME office must coordinate directly with that office to obtain documents that may be on file for submission to their GME application. All applicants are required to upload supporting documents via the GME application web site. The GME office will not accept supporting documents other than Dean's Letters, Official Transcripts and Letters of Recommendation forwarded directly by the sponsoring organization or individual and should be sent to the following address:

Navy Medicine Professional Development Center  
ATTN: Navy GME Office  
Code 1WMC11  
Building 1, T-15, Room 15145  
8901 Wisconsin Avenue  
Bethesda, MD 20889-5611

#### 10. Interviewing

a. PGY-1 applicants (medical students) are encouraged to interview in person or via telephone with all program directors for their desired specialty. If requesting a full civilian deferment, the applicant should also interview with the Navy specialty leader of the respective specialty.

b. PGY-2+ applicants requesting GME training at the PGY-2+ level are required to interview with the program directors at the FTIS sites listed on their applications or the specialty leader if the training is FTOS/OFI. The interview can be conducted either in person or by telephone and must be coordinated directly between the applicant and the individual program director/specialty leader.

(1) Program directors' and specialty leaders' names and contact information can be obtained on the GME application web site.

(2) The three Services have agreed upon a standardized interview sheet, which will be utilized by the program directors and specialty leaders in evaluating all applicants and will be available via the Navy GME application web site.

(3) Program Directors/Specialty Leaders are required to submit a completed interview form via the GME web site no later than **15 October 2013**.

11. Civilian and Reserve Medical Officer Applicants. Civilian physician and reserve medical officer applicants for Navy GME training must meet all requirements for initial appointment or recall to the active component in the U.S. Navy Medical Corps, civilian, and Reserve applicants must submit the GME application with supporting documents to the Navy GME Office via the application web site for consideration at the GMESB. If selected, assignment to GME training is contingent upon successful recall to the active component or commissioning in the U.S. Navy Medical Corps. Former HPSP graduates, who are currently NADDS and 1-year delays, need not apply for recall because their recall is automatic upon completion of GME training in the NADDS program. Selection of civilians and Reserve medical officers is contingent upon the manning needs and availability of training positions after all active duty applicants have been placed.

12. Application Processing. Applicants should check the status of their applications and supporting documents via the application web site. Incomplete applications will be forwarded to specialty committees for consideration unless the applicant withdraws his or her application.

13. Selection Notification. Selection results for the 2013 GMESB will be available and released on or about 18 December 2013.

14. Applicant Decision to Accept or Decline Training

a. PGY-1 applicants (HPSP, HSCP, and USUHS) do not have the option to decline selection per the terms of their scholarship contract.

b. PGY-2+ applicants selected for GME must ensure the Navy GME Office and their Command are notified by **15 January 2014**, of their decision to accept or decline the offered training. Interns selected for FS must notify the Naval Aerospace Medical Institute (NAMI) at (850) 452-2458 or DSN 922-2458 of their decision to accept or decline FS training. Those selected for UMO must notify the Undersea Medicine Specialty Leader at (703) 681-9286 or DSN 761-9286 of their decision to accept or decline the undersea or diving medicine training. The notification deadline date for FS and UM is included in the annual BUMED NOTICE 1520.

c. Specific procedures for selectee responses will be included with the results of the 2013 GMESB. Individuals selected for more than one training program (GME, FS, or UM) may



accept only one program. Acceptance of either the FS or UM program will result in forfeiture of designation as a primary or alternate select for GME training. Failure to notify the Navy GME Office by the required deadline will result in the loss of the training opportunity. No waivers will be granted.

15. Application Guidance. Selection for GME training is competitive. The following information is provided to assist in improving GME selection opportunity:

a. Training Site Requests. Applicants for training that is offered at multiple Navy sites may express preferences, but will be considered for all sites. Potential cross-country moves will be closely monitored. An applicant's refusal to consider training at one or more sites may be considered a negative factor in evaluating the applicant's potential for successful practice as a specialist and career officer.

b. FTOS, OFI, and NADDS Requests. 2014 HPSP, HSCP and USUHS graduates and Navy applicants desiring deferment, continued deferment, extension of current program length, or Navy sponsorship in FTOS and OFI must apply to and be selected by the GMESB. Applicants may have preliminary discussions, but are not authorized to commit to a civilian or OFI program unless selected as a primary select for that specialty by the GMESB.

c. Special Pay and Obligated Service. Reference (c) contains policy governing special pays for Medical Corps officers. Paragraph 220(1)(d) in enclosure (1) of reference (c) is germane to Medical Corps officers beginning initial residency (GME-2+) training. For questions regarding Medical Officer Special Pay, review the special pays web site at: [http://www.med.navy.mil/bumed/Special\\_Pay/Pages/default.aspx](http://www.med.navy.mil/bumed/Special_Pay/Pages/default.aspx). Reference (d) addresses obligated service for GME training and enclosure (4) provides basic information about service obligation for each type of GME.

16. Additional Information

a. Access the GME web site at: [www.mods.army.mil/medicaleducation](http://www.mods.army.mil/medicaleducation).

b. Send an e-mail message to the Applications and Placement Program Manager at: [GME2help@med.navy.mil](mailto:GME2help@med.navy.mil) or call (301) 319-4516 or DSN 285-4516.

c. Access the Navy GME Facebook page at [www.facebook/NavyGME](http://www.facebook/NavyGME) to receive up-to-date application information and post questions.

d. Enclosure (5) is the Summary of Active Duty Obligation for GME. Enclosure (6) is a listing of acronyms used in this notice.

17. This notice may be reproduced locally and should be provided in its entirety to individuals requesting GME applications.

8 Jul 2013

18. Records. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of January 2012.

19. Form. NAVMED 6410/2, Clearance Notice (Aeromedical) (Rev. 5-90) is available electronically at: <http://www.med.navy.mil/directives/Pages/AllForms.aspx>.



M. L. NATHAN

Distribution is electronic only via the Navy Medicine Web Site at:  
<http://www.med.navy.mil/directives/Pages/default.aspx>

**2013 GMESB GME-1 FULL-TIME INSERVICE (FTIS) PRELIMINARY SELECTION  
GOALS FOR ACADEMIC YEAR 2014  
INTERNSHIP PROGRAMS**

<b>SPECIALTY/TRAINING SITE</b>	<b>FM</b>	<b>GEN SURG</b>	<b>MED</b>	<b>NEUR- SURG</b>	<b>OB/ GYN</b>	<b>ORTH</b>	<b>OTO</b>	<b>PEDS</b>	<b>PSY</b>	<b>TRAN</b>	<b>EM</b>	<b>Total</b>
Naval Hospital Bremerton	6											6
Naval Hospital Camp Lejeune	6											6
Naval Hospital Camp Pendleton	12											12
Naval Hospital Jacksonville	12											12
Naval Hospital Pensacola	7											7
Fort Belvoir Community Hospital	2											2
Walter Reed National Military Medical Center		8	20	1	2	3	1	4	4	12		55
Naval Medical Center Portsmouth		12	19		3	4	2	6	5	19	6	76
Naval Medical Center San Diego		12	18		5	5	2	8	5	21	6	82
<b>Total</b>	<b>45</b>	<b>32</b>	<b>57</b>	<b>1</b>	<b>10</b>	<b>12</b>	<b>5</b>	<b>18</b>	<b>14</b>	<b>52</b>	<b>12</b>	<b>258</b>

**2013 GMESB GME-2+ FULL-TIME INSERVICE (FTIS) PRELIMINARY SELECTION  
GOALS FOR ACADEMIC YEAR 2014  
RESIDENCY PROGRAMS**

<b>Program</b>	<b>NNMC (NCC)</b>	<b>NMC Portsmouth</b>	<b>NMC San Diego</b>	<b>Select Goal</b>
Aerospace Medicine	NAMI, Pensacola FL – X			6
Anesthesiology	X	X	X	15
Dermatology	X		X	5
Emergency Medicine		X	X	20
Family Medicine	NH Bremerton, WA – X NH Camp Lejeune, NC – X NH Camp Pendleton, CA – X NH Jacksonville, FL –X NH Pensacola, FL – X DeWitt ACH VA – X			45
Internal Medicine	X	X	X	31
Neurology	X			2
Neurosurgery	X			1
OB/GYN	X	X	X	7
Ophthalmology	X		X	4
Orthopedic Surgery	X	X	X	10
Otolaryngology	X	X	X	4
Pathology	X		X	4
Pediatrics	X	X	X	12
Psychiatry	X	X	X	16
Radiology	X	X	X	15
Surgery – General	X	X	X	15
Urology		X*	X	3

\*Position in EVMS-NMCP Program

**FELLOWSHIP PROGRAMS**

<b>Program</b>	<b>NNMC (NCC)</b>	<b>NMC Portsmouth</b>	<b>NMC San Diego</b>	
IM – Cardiology	X		X	3
IM – Endocrinology	X			1
IM – Gastroenterology	X		X	1
IM – Hematology Oncology	X			1
IM - Infectious Disease	X		X	3
IM - Pulmonary Med/Crit Care	X		X	3
Neurology	X			1
Nephrology	X			1
Neonatology	X		X	1
Imaging	X		X	2
Primary Care Sports Medicine	NH Camp Pendleton, CA – X			1

Note: Goals for each training site are **preliminary only** and may be revised prior to the date the 2013 GMESB adjourns in November 2013.

Enclosure (2)

**2013 GMESB FULL-TIME OUTSERVICE (FTOS) AND OTHER FEDERAL  
INSTITUTION (OFI) PRELIMINARY SPECIALTY SELECTION AND  
PRESELECTION GOALS**

<b>RESIDENCIES</b>	<b>AY2014</b>	<b>AY2015</b>
Occupational Medicine	3	
Preventive Medicine	3	
Emergency Medicine	4	
Surgery	3	
Neurology	2	
Neurosurgery	2	
*Plastic Surgery		
Undersea (Hyperbaric)	1	
Urology	3	

<b>FELLOWSHIPS</b>	<b>AY2014</b>	<b>AY2015</b>
Family Medicine (Faculty Development)	1	
Nephrology		1
OB/GYN (MFM, RepoEndo)	1	
Orthopedic (No Sports)		1
Pathology (Blood Bank)		1
*Plastic Surgery		
Pulmonary CC	2	
Primary Care Sports	1	
Psychiatry (Addiction, Forensics)	2	
Radiology (NeuroRad, Interventional)		2
Rheumatology		1
Surgery	2	4
Urology		1

\* Only 1 selection per year in any pathway.

- Those fellowship subspecialties enclosed in parenthesis have been identified as the community's greatest need. Selections may occur in some non-listed subspecialties.
- Deferred training selection goals are not listed. The specialties with priority for full civilian deferment are Anesthesia, General Surgery, Neurosurgery, Neurology, Emergency Medicine, Family Medicine, Urology, and Psychiatry. Other specialties may be considered on a case-by-case basis.
- All selection goals are preliminary numbers only and may change prior to the date the 2013 GMESB adjourns in November 2013.

BUMEDNOTE 1524  
8 Jul 2013

**COMMANDING OFFICER ENDORSEMENT FORMAT**  
**MUST BE ON COMMAND LETTERHEAD**

Ser Info  
Date

FIRST ENDORSEMENT on RANK First Name Last Name, MC, USN, XXX-XX-SSN/2100

From: Commander, Name of Command

To: Commanding Officer, Navy Medicine Professional Development Center  
(Code 1WMC11), 8901 Wisconsin Ave., Bethesda, MD 20889-5611

Subj: REQUEST FOR TRAINING IN GRADUATE MEDICAL EDUCATION

1. Forwarded, recommending approval.
2. Subject named officer is in compliance with physical readiness and body fat standards and meets requirements for transfer.
3. Any additional remarks (required if not recommending approval or not within standards).

Commanding Officer Signature Line

**SUMMARY OF ACTIVE DUTY OBLIGATION (ADO) FOR GME**  
(Based on Reference (d))

1. In a Military Facility (FTIS/OFI). A member must incur an ADO of ½ year for each ½ year, or portion thereof, but the minimum ADO at the completion/termination/withdrawal of the GME period will not be less than 2 years. The ADO for GME may be served concurrently with obligations incurred for DoD sponsored pre-professional (undergraduate) or medical school education. No active duty obligation for GME can be served concurrently with an ADO for a second period of GME, i.e., obligation for fellowship or 2<sup>nd</sup> Navy-sponsored residency cannot be served concurrently with an obligation incurred for initial residency training.
2. In a Civilian Facility on Active Duty (FTOS). A member subsidized by the DoD during training in a civilian facility will incur an ADO of ½ year for each ½ year, or portion thereof, but the minimum ADO at the completion/termination/withdrawal of the GME period will not be less than 2 years, regardless of residual obligation. ADOs for FTOS training are added to obligation existing at the time training begins.
3. In a Civilian Facility In a Deferred Status (NADDS). A member deferred for specialty training incurs no additional obligation as long as a 2-year obligation exists at the time the training begins. Members with less than 2 years of active duty obligation will incur a minimum 2-year ADO.
4. Long-Term Health or Health-Related Education and Training. A member funded for non-degree education and training will incur an ADO of 2 years for the first year or portion thereof. For period in excess of 2 years, the member will receive an additional ADO of ½ year for each ½ year, or portion thereof. A member participating in long-term graduate (leading to a master's or doctoral degree) education and training will receive an ADO of 3 years for the first year or portion thereof, unless such a degree is incidental to the completion of an established residency program; i.e., aerospace medicine. Additional ADO for participation in excess of one year is ½ year for each ½ year, or portion thereof.

## ACRONYMS

ADO	Active Duty Obligation
AY	Academic Year
BCA	Body Composition Assessment
BUMED	Bureau of Medicine and Surgery
DO	Doctor of Osteopathy
DOD	Department of Defense
ERAS	Electronic Residency Application Service
FS	Flight Surgery
FTIS	Full-Time Inservice
FTOS	Full-Time Outservice
GME	Graduate Medical Education
GMESB	Graduate Medical Education Selection Board
HSCP	Health Services Collegiate Program
HPSP	Health Professions Scholarship Program
MD	Doctor of Medicine
NADDS	Navy Active Duty Delay for Specialists
NAMI	Naval Aerospace Medical Institute
NAVMED PDC	Navy Medicine Professional Development Center
NCC	National Capital Consortium
OFI	Other Federal Institution
PCS	Permanent Change of Station
PRT	Physical Readiness Test
RAM	Residency in Aerospace Medicine
UM	Undersea Medicine
UMO	Undersea Medicine Officer
USUHS	Uniformed Services University of the Health Sciences